

## Post On Bulletin Board

### Technician Job Vacancy Announcement

Human Resources Office  
South Dakota National Guard  
2823 West Main Street  
Rapid City, South Dakota 57702-8170

Technician Job Vacancy Announcement Number: **87-13**

Position Title and Number:

**Supervisory Human Resources Specialist (Military)**

**D1104000**

**GS-0201-11**

Series, Grade:

Type Appointment:

Location of Position:

Salary Range:

Open: **07 May 2013**

**Excepted: Officer/Warrant Officer**

**DCSPER, Rapid City, SD**

**\$57,408 to \$74,628 Per Annum**

**Close: 31 May 2013**

#### Area of Consideration

1. All Tenure 1 (as defined in block 24 on the SF 50) Technicians of the South Dakota Army National Guard. Applicants must presently be a Dual Status employee or a Non Dual Status employee eligible for Dual status.

#### Instructions to Applicants

1. Individuals who meet minimum qualifications may apply on the Internet at

<https://www.usajobs.gov/GetJob/ViewDetails/343026400>

You will apply to job announcement **SDARNG 87-13 (887206)** and submit all the documents required by USA JOBS.

**Note.** Applicants are strongly encouraged to submit a separate sheet(s) addressing the Knowledge, Skills and Abilities (KSAs) and how they relate to work experience, education or training. Attached sheets must be uploaded to the application process online. Follow all procedures and instructions listed on USA JOBS.

2. Applications must be received on the Internet at USA JOBS no later than 24:00 HRS Eastern Time on the closing date.

#### Minimum Requirements for Consideration

**General:** Experience, education and/or training which provided the applicant with a good understanding of administrative methods for accomplishing the work of an organization. This experience must reflect the ability to analyze problems, arrive at practical solutions, and to communicate effectively with others, both orally and in writing.

**Specialized:** 36 months experience in the knowledge, skills and abilities (KSAs) as listed below. Such experience is gained in a line of work similar or closely related to the work of the position to be filled. A maximum of 12 months of the required experience may be substituted by successful completion of undergraduate study in an accredited college or university at the rate of 30 semester hours for 12 months of experience. The education must have been in fields directly related to the type of work of the position to be filled:

- Knowledge of the Army Educational community and how it functions at all levels.
- Knowledge of a wide variety of student monetary assistance programs such as the Montgomery GI Bill and similar programs.
- Knowledge of how to provide advisory services to Management and unit commanders concerning the educational and incentive needs of their assigned personnel.
- Knowledge of the Recruiting and Retention Program in order to promote interest and participation in educational services and activities.
- Knowledge of education theories, principals, processes and practices of secondary, adult, and/or continuing education.
- Ability to communicate ideas and thoughts orally and in writing.

#### Compatibility Requirements

Selected individual must be assigned to a compatible military position in the following MOS/AOC within 90 days of effective date of hire: Officer: OBR 42B or 42H; Warrant Officer: WMOS 420A. Military grade inversion within the full-time work force is not permitted. The military grade of the full time supervisor must equal or exceed the military grade of personnel supervised.

#### Summary of Duties

This position is located in the Military Personnel Office (MILPO) of the Army National Guard (ARNG). The purpose of this position is to supervise and manage two or more of the following human resource programs: Officer Personnel Management (OPM), Enlisted Personnel Management (EPM), Standard Installation and Division Personnel System (SIDPERS), Personnel Services Section, Medical Section, or the Education Section.

#### Miscellaneous

1. A complete description of duties and responsibilities can be found in the Position Description available at the Human Resources Office at Camp Rapid or at the position assignment location.
2. If you have questions or need additional information about this announcement, contact the Personnel Staffing Specialist, (605) 737-6659/DSN 747-6659, at the Human Resources Office in Rapid City.

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